



Report to the Auburn City Council

Action Item

Agenda Item No. **7**

City Manager's Approval
[Signature]

To: Mayor and City Council Members
From: Council Member Mike Holmes
Prepared by: Amy M. Lind, Deputy/Assistant City Clerk
Date: May 14, 2012
Subject: Appointment of Historic Design Review Commissioner

The Issue

Shall the City Council confirm the recommended appointment to the Historic Design Review Commission?

Conclusion and Recommendation

It is recommended by **RESOLUTION** make the recommended appointment to the Historic Design Review Commission.

Background

The Historic Design Review Commission has one scheduled vacancy. This vacancy was advertised both by public notice and in the "FYI" section of the Auburn Journal. This vacancy is the at-large member who according to Auburn Municipal Code 159.494 C(2) must be a member of a historical society. The Placer County Historical Society has unanimously voted to endorse Cindy Combs for this position. No other applications were received for this vacancy.

It is recommended to appoint Cindy Combs to the "at-large" position with the qualification of being a member of a historical society with a term ending 05/01/2016.

Fiscal Impacts

None

Auburn, CA Municipal Code

§ 159.494 HISTORIC DESIGN REVIEW COMMISSION; CREATION, MEMBERSHIP, AND TERMS OF OFFICE.

(A) *Established.* There is hereby established a Historic Design Review Commission (HDRC).

(B) *Membership.* The Historic Design Review Commission shall consist of 9 members, including the 5 members of the Planning Commission and 4 at-large members.

(C) *Minimum qualifications: At-large members.* The at-large membership of the Commission shall consist of the following:

- (1) One architect.
- (2) One member of an historical society.
- (3) One real property owner or business owner from the Downtown Historic District.
- (4) One real property owner or business owner from the Old Town Historic District.

(5) The representatives from the Downtown Historic District and Old Town Historic District shall be nominated by the Downtown Business Association or Old Town Business Association, respectively.

(D) *Appointment and terms of office: At-large members.* At large members shall be appointed by a majority of the Council and shall serve a 4 year period. The Council shall appoint 2 at large members to 2-year terms at the time of the initial appointment of at-large members.

(E) *Attendance.* In the event a member fails to attend a total of 3 or more HDRC meetings during a calendar year, the City Council may declare the office of the member vacant. In the event an HDRC office is declared vacant, the appointment of a successor shall be made for such unexpired term in the manner provided in this section.

(F) *Vacancies.* If the office of a member of the Historic Design Review Commission becomes vacant, the City Council shall fill the vacancy by appointing a Commission member whose term shall run the unexpired term of the former incumbent.

(Ord. 04-8, eff. 11-15-2004)

§ 159.495 HISTORIC DESIGN REVIEW COMMISSION; PRACTICES AND PROCEDURES.

(A) *Quorum.* Five voting members of the Historic Design Review Commission shall constitute a quorum with a majority vote of the members present required for passage of any action item.

(B) *Officers.* The chairperson and vice- chairperson of the Planning Commission shall serve as the chair and vice-chair of the Historic Design Review Commission.

(C) *Staff.* The Community Development Department shall act as staff to the Historic Design Review Commission.

(D) *Annual review.* The Historic Design Review Commission shall, at least once per year, conduct a review of its operations and procedures, and make recommendations to the City Council for improvements thereof.

(Ord. 04-8, eff. 11-15-2004)

§ 159.496 HISTORIC DESIGN REVIEW COMMISSION (HDRC); POWERS AND DUTIES.

(A) The Historic Design Review Commission shall have the following powers and duties:

(1) To adopt rules of procedure for the conduct of its business in accordance with the provisions of this subchapter;

(2) Act in an advisory capacity to the City Council in all matters pertaining to historic resources and districts;

(3) Develop and maintain criteria for the nomination and designation of structures, improvements, or sites as historic resources. Such resources shall be separate and apart from the Historic Design Review District but shall be subject to the provisions of the district;

(4) Approve, conditionally approve, or deny Historic Design Review Permits in accordance with the provisions of this subchapter and the requirements of Chapter 157;

(5) Render advice and guidance, upon request of the owner or occupant of the property, on the restoration, alteration, decoration, landscaping or maintenance of any cultural resource including landmarks, sites, districts or neighboring properties within public view;

(6) Encourage and render advice and guidance to property owners or occupants on procedures for inclusion of a cultural resource on the local, State, or Federal level;

(7) Recommend to the City Council, from time to time or as events warrant, recognition of owners or occupants of structures, improvements or sites by means of certificates, plaques, markers or commendations who have restored, renovated and/or maintained their property in an exemplary manner;

(8) Establish guidelines for the declaration of historical buildings and structures within the city and designate all such buildings and structures as having special historical significance in a separate register of historical buildings (such as the Auburn Register of Historic Buildings);

(9) Investigate and make recommendations to the City Council on the availability and use of funding which is or may become available from various federal, state, local or private sources to promote and undertake preservation of districts, structures, improvements or sites of historical value to Auburn; and

(10) Provide local owners of diverse structures, buildings, areas, and sites with the benefits and responsibilities of inclusion in local, State, or Federal registries of historic properties.

(B) Upon authorization by the Auburn City Council, the Historic Design Review Commission shall have the following powers and duties:

- (1) Publicize and update the City of Auburn Historic Resources Survey previously prepared in the City of Auburn;
- (2) Review and comment upon the conduct of land use, housing and redevelopment, municipal improvement, and other types of planning and programs undertaken by any agency of the City of Auburn, County of Placer or State of California as they relate to the historic resources of Auburn;
- (3) Make recommendations to the City Council for the purchase of property, in fee or less than fee, easements, or other mechanisms for preservation of cultural heritage resources;
- (4) May participate in, promote and conduct public information, educational and interpretive programs pertaining to preservation of cultural resources; and
- (5) Undertake any other action or activity delegated to it by the City Council or by this subchapter, necessary or appropriate to the implementation of its powers or duties to fulfill the objectives of cultural resource preservation.

(Ord. 04-8, eff. 11-15-2004)

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PLACER COUNTY HISTORICAL SOCIETY

May 4, 2012

Amy Lind
Assistant/Deputy City Clerk
1225 Lincoln Way
Auburn, CA 95603

Re: Cynthia T. Combs
Dear Amy

The Placer County Historical Society board of directors respectfully request that the Auburn City Council designate Cynthia L. (Cindy) Combs as the historical representative on the City Historic Design Review Commission. The unanimous endorsement action was taken at the Society's board meeting on May 3, 2012, at City Hall. She said she would be happy to serve and I believe is in the process of submitting an application form to your office.

Mrs. Combs is a qualified historian and has worked for the California State Office of Historic Preservation. I believe she would be a worthy successor to Carmel Barry-Schweyer and Sandra Elder who previously held this designated post. I think it would be fitting for the City Council to also honor Mrs. Barry-Schweyer for service and for the hundreds of volunteer hours she spent in compiling successful nominations of local landmarks for the National Register of Historic Places.

If you need any additional information please contact me.

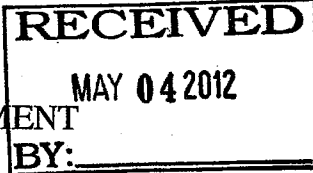
Cordially,

Michael Otten, president
Placer County Historical Society
10140 Snowy Owl Way
Auburn, CA 95603-5932
(530) 888-7837; otten@ssctv.net

Cc: Cindy Combs, Carmel Barry-Schweyer



APPLICATION FOR
CITY COUNCIL APPOINTMENT



- | | |
|--|---|
| <input type="checkbox"/> Arts Commission | <input checked="" type="checkbox"/> Historic Design Review Commission |
| <input type="checkbox"/> Economic Development Commission | <input type="checkbox"/> Library Advisory Board |
| <input type="checkbox"/> Endurance Capital Committee | <input type="checkbox"/> Mosquito Abatement District Board |
| <input type="checkbox"/> Greater Auburn Area Fire Safe Council | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Telecommunications Commission | |

Auburn area residents are eligible to apply for appointment to commissions and committees that have been established by the City Council. If you would like to be considered for an appointment, please indicate your area(s) of interest above and complete the form below.

Name: Cindy Combs

Mailing Address: Auburn, CA 95603

Phone: SOME INFO REDACTED FOR PRIVACY
(Home)

Email:

Profession: Historian working in historic preservation and cultural resources management

Professional History: CA State Office Of Historic Preservation 2007-2008

JRP HISTORICAL CONSULTING - Research assistant: Historian - 2002-2007

Placer County Museums, intern - 2001-2002

Tell why are you interested in serving on this commission or committee.

As a long time resident of Auburn, and a historian, I have always been interested in the City's historic character. I would be honored to be able to participate on the Historic Design Review Commission and help in the evaluation of proposed projects within the City's historic districts.

Return the completed form to: Auburn City Hall
c/o City Clerk's Office
1225 Lincoln Way, Room 8
Auburn, CA 95603
530/823-4211, Ext. 112

1 RESOLUTION NO. 12-

2 RESOLUTION APPOINTING A HISTORIC DESIGN REVIEW COMMISSIONER

3 -----
4 THE CITY COUNCIL OF THE CITY OF AUBURN DOES HEREBY RESOLVE:

5 That the City Council of the City of Auburn does hereby authorize the
6 appointment of the following to fill the scheduled vacancy on the Historic
7 Design Review Commission.

8
9 1. Cindy Combs

At-Large Member
Member of a Historical Society
Term ending 5/1/2016

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11
12
13 DATED: May 14, 2012

14
15
16 ATTEST:

Keith Nesbitt, Mayor

17
18 _____
Joseph G. R. Labrie, City Clerk

19
20 I, Joseph G. R. Labrie, City Clerk of the City of Auburn, hereby certify
21 that the foregoing resolution was duly passed at a regular meeting of the City
22 Council of the City of Auburn held on the 14th day of May 2012 by the
following vote on roll call:

23 Ayes:

24 Noes:

25 Absent:

26 _____
Joseph G. R. Labrie, City Clerk

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